



PHILANTHROPY OFFICER - DENVER

[Denver, CO](#)

Description

POSITION SUMMARY

The Philanthropy Officer (PO) is a highly relational individual who engages with supporters of Denver Rescue Mission (DRM) to foster their knowledge, engagement and financial giving. The PO is responsible for developing, cultivating and expanding relationships with potential and existing donors.

RESPONSIBILITIES

Core Responsibilities

- Manages a portfolio of approximately 150 active major donor accounts supporting DRM, meeting performance expectations for productivity, quality and timeliness of work.
- Carries out all donor/prospect gift cycle actions, including identification, qualification, engagement, cultivation, solicitation, closure and acknowledgement.
- Determines individual goals for each donor on caseload, based on giving history and the organization's knowledge of the donor's passions and potential.
- Develops a strategic plan for each donor, which serves as a foundational communication, marketing, and engagement blueprint.
- Collaborates with DRM/Fort Collins Rescue Mission's (FCRM) programs, finance and communications staff to secure appropriate project information and create relevant offers and proposals for donors.
- Identify and solicit transformational gifts from major donor caseload based on capital campaign needs as well as strategic program expansion needs.
- Collaborates with Prospect Researcher to uncover the next generation of major donor capacity through warm and new prospect leads via engagement in front-range networking and follow-up.
- Supports Legacy Giving Officer in legacy giving prospecting to the Good Heart Society.

- When necessary, speaks to various community audiences regarding Denver Rescue Mission's purpose, programs and services.
- Actively participates in team meetings, providing status updates, offering ideas and sharing solutions.

General Responsibilities

- Obtains approval from the DoP for new programs/initiatives prior to implementation.
- Stays current and fully informed regarding evolving fundraising trends.
- Regularly communicates workload status and progress to DoP.
- Handles specific tasks assigned by DoP, or the Vice President of Development.

Requirements

MINIMUM QUALIFICATIONS

- Bachelor's degree with 3 years of experience in major gifts fundraising.
- Self-starter with exceptional organization skills, excellent attention to detail and the ability to prioritize multiple tasks in an efficient manner to meet deadlines.
- Excellent written and verbal communication skills.
- Analytical and strategic, able to evaluate complex data and plan accordingly.
- Creative, enthusiastic, and dedicated professional with a positive attitude, strong work ethic and drive to achieve goals.
- Ability to work independently as well as collaboratively with Development team and colleagues throughout the organization.
- Demonstrated ability to deal with highly sensitive and confidential material and situations.
- Proficiency in Microsoft Office 365 particularly Word and Excel and in donor databases, required; familiarity with Salesforce is preferred.
- A heart to serve those experiencing homelessness and poverty.
- Active driver's license as a limited amount of work-related travel may be required.
- Must be a Christian holding to the beliefs set forth in the Statement of Faith, expressed by a personal testimony and Christian conduct.

BENEFITS AND PERKS:

- Comprehensive health plans include medical, dental and vision benefits.
- Generous vacation, sick time, and holiday pay, plus paid birthday off and 'refreshment' day.
- Tuition reimbursement and child adoption benefits.

- Employer paid term life insurance, long-term disability, AD&D.
- Health savings account with generous employer contribution.
- Flexible spending account.
- Paid parental and bereavement leave.
- 401(k) with up to 5% company match.
- Please access our highlights of the benefits package we offer here: [Denver Rescue Mission Benefits Guide](#)

NOTE: A limited amount of work-related travel may be required.

Denver Rescue Mission is both an equal opportunity employer and a distinctly faith-based Christian organization. Denver Rescue Mission complies with applicable federal, state, and local employment laws, and strictly prohibits and does not tolerate discrimination against employees, or any other covered persons because of race, color, national origin or ancestry, ethnicity, sex, sexual orientation, gender identity, age, disability, citizenship, parental status, marital status, political ideology, or current or prospective service in the uniformed services. This policy applies to all terms, conditions, and privileges of employment including recruitment, employment, training, and promotion opportunities. Based upon Title VII of the Civil Rights Act of 1964, the Colorado Anti-Discrimination Act, and the U.S. Constitution, Denver Rescue Mission has the right to, and does, hire only candidates who agree with our Statement of Faith and align with our Christian mission.

Salary Description

\$72,600 - \$96,800

To Apply

Interested candidates may [apply online](#) here.